



Programmatic Baseline Report



Document Status

Document Phase: Final
Current Editor: Jennifer Kissel

Last Modified: 07/24/2017

Date Completed: 03/07/2017

Grant Number: 96346101
Date of next monitoring: 03/07/2018
Project Officer: Jennifer Kissel

Alternatives Completed in Lieu of Baseline Monitoring

- ☐ Advanced Monitoring Completed
- ☐ SRF/SAAP
- ☐ Part 35 (Subparts A and B)
- ☐ SEE

Programmatic Baseline Monitoring

1. Has the recipient begun work under this assistance agreement?	Yes
Comments:	
2. How is this award funded?	Fully-Funded
3. Based upon evaluating progress reports and your review, is the Recipient:	
3A. Submitting progress reports as required in the award, including addressing subawards if applicable?	Yes
<i>(NOTE - All monetary awards including new agreements and incremental or supplemental amendments to existing agreements made on or after March 29, 2016 that include subawards must address the requirements of GPI 16-01: EPA Subaward Policy)</i>	
3B. Meeting milestones and/or targets described in the award and/or scope of work?	Yes
3C. Making agreed-upon progress in meeting environmental results and/or environmental outcomes (to the maximum extent practicable)?	Yes
3D. Other:	
Comments:	
4. Programmatic Terms and Conditions:	
4A. Is the recipient complying with the award's applicable programmatic terms and conditions?	Yes
4B. Has the grantee submitted Quality Assurance Project Plan (QAPP)?	
4B1. Has the QAPP been approved?	Yes
4C. Has the grantee submitted Quality Management Plan(s) (QMPs)?	
4C1. Has the QMP been approved?	Yes
4D. Is the recipient submitting quarterly payment requests?(via TIMELY PAYMENT REQUEST TERM AND CONDITION in <u>Unliquidated Obligations Policy-GPI-11-01 Sec. 12</u>) (http://intranet.epa.gov/ogd/policy/gpi_11_01_12_02_10_final.pdf)	NA
4E. Other:	
Comments: Revised QAPP is at EPA for review.	
5. Are there any <u>OPEN</u> programmatic findings for <u>THIS Award</u> in the <u>IGMS Grantee Compliance and Recipient Activity Summary Database</u> ?	No
Comments:	

6. Does the recipient's most current EPA approved work plan require any of the following changes? (This can include needed/requested/recommended actions)

6A. Movement/transfer of funds in grantee's total approved budget more than 10% between cost categories. (See guidance for applicability--Link to guidance) No

Comments:

6B. Re-budgeting between direct and indirect costs (See guidance for applicability -- Link to guidance) No

Comments:

6C. Changes to equipment costs not included in the most current workplan No

Comments:

6D. Changes in key personnel (EX: Has turnover in staff caused delays in completing the funded activities?) No

Comments:

6E. Unplanned travel expenses not identified in the most current approved work plan. No

Comments:

6F. Food and refreshments at events not identified in most current approved work plan. No

Comments:

6G. Changes in the project's approved scope of work. No

Comments:

6H. Other:

6H. Other:

Comments:

7. Is the recipient making any draw-downs on this award in accordance with the workplan (COMPASS Data Warehouse: https://ocfosystem1.epa.gov/neis/grant_web.grant_inquiry)? Yes

Comments:

7A. Do the drawdowns seem reasonable and capture the progress to date based on the project duration and workplan? Yes

Comments:

8. Is the remaining funding on this award necessary to complete the project? Yes

Comments:

9. Has the Recipient ensured that applicable grant-funded construction contracts, solicitations and sub-agreements include clauses or terms of complying with the Davis-Bacon Act? (Only applicable to construction projects or in layman terms, projects in which "dirt is moved") NA

Comments:

10. Did the award recipient, sub-recipient or borrower, as appropriate depending on the nature of the program, NA receive and review certified weekly payroll records per Department of Labor form WH-347 for applicable construction contacts?

(Only applicable to construction projects or in layman terms, projects in which "dirt is moved")

<http://www.dol.gov/whd/forms/wh347.pdf>

Comments:

11. Did the recipient ensure that all applicable ARRA contracts have provisions for the use of American Iron, NA Steel and Manufactured Goods (Buy America) when required? (Only applicable to ARRA Awards)

Comments:

12. In accordance with Resource Management Directive 2520-03-P1, Responsibilities for Reviewing Unliquidated Obligations, does the most current, revised workplan specify target dates and milestones for timely project completion to the maximum extent practicable? Yes

http://intranet.epa.gov/ocfo/policies/direct/2520-03-P1_ULO.pdf

Comments:

13. Based upon your review and knowledge of this award, do you recommend:

Discuss with:

13A. Award Amendment

☐ Yes ☒ No

Comments:

13B. Advanced Programmatic Monitoring

☐ Yes ☒ No

Comments:

13C. Administrative Review

☐ Yes ☒ No

Comments:

13D. OIG Referral

☐ Yes ☒ No

Comments:

13E. More Frequent Baseline Monitoring

☐ Yes ☒ No

Comments:

13F. Other:

Comments:

Origination Information

